

Superior Court of California
County of San Bernardino
Employment Opportunity



Court Interpreter (Spanish)

\$5,570 - \$6,274 approximate monthly

Application deadline: Applications will be accepted on an open and continuous basis until further notice.
Announcement # 05-028

The list resulting from this recruitment will be used to fill the vacancies listed below and future vacancies throughout the Court as they occur. Incumbents may be assigned to any Court District within the County.

POSITION LOCATIONS:

Current openings are located:

Redlands:

One (1) 40 hour Full time position.

Fontana:

One (1) 40 hour Full time position.

San Bernardino (Juvenile Court)

One (1) 40 hour Full time position.

Floater

One (1) 40 hour Full time position, (Twin Peaks on Monday, Big Bear Tuesday – Friday, may be assigned to other locations as needed).

Floater (Juvenile Traffic Court)

One (1) 40 hour Full time position (Juvenile Court - Juvenile Traffic locations: Tuesday San Bernardino, Thursday & Friday Rancho Cucamonga, Monday & Wednesday, as assigned).

JOB SUMMARY:

Generally, the work of a court interpreter is performed in a courtroom, clerk's office or office environment and includes significant contact with judges, court staff, attorneys, and the public. Court interpreters actively participate in court proceedings, providing simultaneous and consecutive interpreting as the parties and witnesses testify on the stand or at mediation sessions, and when attorneys make arguments and present motions. Interpreters also assist in explaining court procedures and provide sight translations of jury instructions and court exhibits.

REQUIREMENTS:

Must be currently certified by the Judicial Council of California as a court interpreter in the Spanish language.

EXAMINATION:

The examination process will consist of a complete evaluation of qualifications based upon the application materials submitted.

HOW TO APPLY:

Applicants must complete and submit a **Superior Court employment application, copy of current certification in Spanish language and supplemental application**. Application materials can be obtained by phone at (909) 387-6894. E-mail at personnel@courts.sbcounty.gov or on the internet at www.sbcounty.gov/courts. Faxed applications will be accepted to meet recruitment deadlines only. Applicants must follow up with original application received by Court Human Resources within 2 business days of the recruitment close to continue on in the process.

Employment is contingent upon passing a pre-placement physical, including drug screening and fingerprinting for criminal convictions through the Department of Justice (DOJ) and the Federal Bureau of Investigations (FBI).

The provision of this job announcement does not constitute a contract expressed or implied and any provision contained herein may be modified or revoked without notice.

Crp 10/31/05

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San Bernardino, CA 92415-0302

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